



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 16 February 2023

Time: 10:00am
Location: Turner Centre
43 Cobham Road
Kerikeri

Membership:

Member Belinda Ward - Chairperson
Member Lane Ayr – Deputy Chairperson
Member Bruce Mills
Member Amy Slack
Member Roddy Hapati Pihema
Member Jane Hindle
Member Tyler Bamber
Member Ann Court

The Local Government Act 2002 states the role of a Community Board is to:

- A. Represent, and act as an advocate for, the interests of its community.
- B. Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board.
- C. Maintain an overview of services provided by the territorial authority within the community.
- D. Prepare an annual submission to the territorial authority for expenditure within the community.
- E. Communicate with community organisations and special interest groups within the community.
- F. Undertake any other responsibilities that are delegated to it by the territorial authority

Council Delegations to Community Boards - January 2013

The "civic amenities" referred to in these delegations include the following Council activities:

- Amenity lighting
- Cemeteries
- Drainage (does not include reticulated stormwater systems)
- Footpaths/cycle ways and walkways.
- Public toilets
- Reserves
- Halls
- Swimming pools
- Town litter
- Town beautification and maintenance
- Street furniture including public information signage.
- Street/public Art.
- Trees on Council land
- Off road public car parks.
- Lindvart Park – a Kaikohe-Hokianga Community Board civic amenity.

Exclusions: *From time to time Council may consider some activities and assets as having district wide significance and these will remain the responsibility of Council. These currently include: The roading network, Hundertwasser toilets, District Library Network, Baysport, the Kerikeri, Kaikohe & Kaitia Airports, Hokianga Vehicle Ferry, i-Site network, Far North Community Centre, Kerikeri Domain, Kawakawa Heated Swimming Pool, Kaikohe Cemetery, Kerikeri Sports Complex, The Centre at Kerikeri, the Bay of Islands/Hokianga Cycle Trail.*

Set local priorities for minor capital works in accordance with existing strategies,

1. Recommend local service levels and asset development priorities for civic amenities as part of the Annual Plan and Long Term Plan processes.
2. Reallocate capital budgets within the Annual Plan of up to 5% for any specific civic amenity, provided that the overall activity budgetary targets are met.
3. Make grants from the allocated Community Funds in accordance with policy 3209, and the SPARC/Sport Northland Rural Travel fund in accordance with the criteria set by the respective body, and, for the Bay of Islands-Whangaroa Community Board, the power to allocate the Hundertwasser Donations Account.
4. Provide comment to council staff on resource consent applications having significance within the Community, including the provision of land for reserves or other public purposes.
5. To hold, or participate in hearings, as the Council considers appropriate, in relation to submissions pertinent to their community made to plans and strategies including the Long Term Plan and Annual Plan, and if appropriate recommend decisions to the Council.

6. To hold hearings of submissions received as a result of Special Consultative Procedures carried out in respect of any matter other than an Annual or Long Term Plan and make recommendations to the Council.
7. Where recommended by staff to appoint management committees for local reserves, cemeteries, halls, and community centres.
8. To allocate names for previously unnamed local roads, reserves and other community facilities, and recommend to Council name changes of previously named roads, reserves, and community facilities subject to consultation with the community.
9. To consider the provisions of new and reviewed reserve management plans for recommendation to the Council in accordance with the Reserves Act 1977 and hear or participate in the hearing of submissions thereto, as considered appropriate by the Council.
10. To provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
11. Prohibit the use of skateboards in specified locations within their communities, in accordance with Council's Skating Bylaw 1998.
12. Recommend new bylaws or amendments to existing bylaws.
13. Prepare and review management plans for local cemeteries within budget parameters and in a manner consistent with Council Policy.
14. Exercise the following powers in respect of the Council bylaws within their community:
 - a) Control of Use of Public Spaces – Dispensations on signs
 - b) Mobile Shops and Hawkers – Recommend places where mobile shops and/or hawkers should not be permitted.
 - c) Parking and Traffic Control – Recommend parking restrictions, and areas where complying camping vehicles may park, and consider and grant dispensations in accordance with clause 2007.2
 - d) Public Places Liquor Control – Recommend times and places where the possession or drinking of alcohol should be prohibited.
 - e) Speed Limits – Recommend places and speed limits which should be imposed.
15. To appoint Community Board members to speak on behalf of their community in respect of submissions or petitions.
16. Specific to the Bay of Islands-Whangaroa Community Board – consider any recommendations of the Paihia Heritage Working Group and make appropriate recommendations to Council on the development of a draft Plan Change and a Section 32 analysis on heritage provisions for Paihia.
17. To set schedule of meeting dates, times and venues, subject to the meetings not conflicting with meetings of the Council and satisfying the provisions of the Local Government Official Information and Meetings Act 1987.
18. To review all proposed public art projects on a project-by project basis to ensure they comply with policy #5105 Art in Public Places, including approval of the aesthetic appearance, maintenance programme, insurance and appropriate location, and to agree to their installation.
19. In respect of applications from food establishments for permission to establish tables and chairs on a public place, i.e. Alfresco dining in accordance with Policy 3116, to consider and decide on any application which does not meet all criteria of the policy, and any application which staff recommend to be declined.

20. Subject to a report from the appropriate managers and the appropriate budgetary provision, to make decisions in respect of civic amenities including the levels of service, and the provision or removal of an amenity not provided for elsewhere in these delegations.

Terms of Reference

In fulfilling its role and giving effect to its delegations, Community Boards are expected to:

1. Comment on adverse performance to the Chief Executive in respect of service delivery.
2. Assist their communities in the development of structure plans, emergency management community response plans, and community development plans.
3. Assist their communities to set priorities for Pride of Place programmes.
4. Have special regard for the views of Māori.
5. Have special regard for the views of special interest groups, e.g. disabled, youth, aged, etc.
6. Actively participate in community consultation and advocacy and keep Council informed on local issues.
7. Seek and report to Council community feedback on current issues by:
 - a) Holding a Community forum prior to Board meetings
 - b) Varying the venues of Board meetings to enable access by members of the community
8. Monitor and make recommendations to Council to improve effectiveness of policy.
9. Appoint a member to receive Annual Plan\Long Term Council Community Plan submissions pertinent to the Board area, attend hearings within the Board area, and attend Council deliberations prior to the Plan adoption.

Protocols

In supporting Community Boards to fulfil their role, the Council will:

1. Provide appropriate management support for the Boards.
2. Organise and host regular workshops with the Community Boards I to assess the 'State of the Wards & District' to establish spending priorities.
3. Prior to decision-making, seek and include 'Community Board views' in Council reports in relation to:
 - a) the disposal and purchase of land
 - b) proposals to acquire or dispose of reserves
 - c) representation reviews
 - d) development of new maritime facilities
 - e) community development plans and structure plans
 - f) removal and protection of trees
 - g) local economic development initiatives
 - h) changes to the Resource Management Plan
4. Organise and host quarterly meetings between Boards, the CEO and senior management staff.
5. Prepare an induction/familiarisation process targeting new members in particular early in the term.
6. Support Board members to arrange meetings with local agencies and service clubs to place more emphasis on partnerships and raising profile of the Boards as community leaders.
7. Permit Board chairperson (or nominated member) speaking rights at Council meetings.
8. Help Boards to implement local community projects.
9. Arrange for Infrastructure and Asset Management Staff to meet with the Community Boards in September each year to agree the capital works for the forthcoming year for input into the Annual or Long Term Plan.
10. Provide information.

Far North District Council
Bay of Islands-Whangaroa Community Board Meeting
will be held in the Turner Centre, 43 Cobham Road, Kerikeri on:
Thursday 16 February 2023 at 10:00am

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1 KARAKIA TIMATANGA / OPENING PRAYER

Ka tuku mātou kia kaha mai ngā māngai kua whiriwhirihia mō Te Kaunihera o Tai Tokerau ki te Raki ki te mahi me te ngākau auaha me te whakamahi i ngā pūkenga me te mātauranga i roto i ngā wānanga me ngā whakataunga kia whakatūria ai tētahi Hapori e matatika ana, e tū kotahi ana ka mutu ka whakapiki anō i te oranga o tō tātou rohe, ka whakatau anō i ngā take o te rohe i runga i te tika me te pono.

We ask that through the boards discussions and decisions the representatives elected may advocate on behalf of the Bay of Islands-Whangaroa community with aroha, imagination, skill and wisdom to achieve a fairer and more united community that enhances the wellbeing of the community and solves the community's problems efficiently and effectively.

2 NGA WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Community Board and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the Team Leader Democracy Support (preferably before the meeting).

It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Dawn Laurenson – Rotary Club

4 NGĀ TONO KŌRERO / DEPUTATION

No requests for deputations were received at the time of the Agenda going to print.

5 NGĀ KAIKŌRERO / SPEAKERS

Funding Applicants

- Cheyenne Heke – Te Reo o Ngati Hine Charitable Trust. Item 7.4 a) refers.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4050661

Author: Joshna Panday, Democracy Advisor

Authoriser: Aisha Huriwai, Team Leader Democracy Services

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

The minutes are attached to allow the Bay of Islands-Whangaroa Community Board to confirm that the minutes are a true and correct record of the previous meeting.

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held 12 December 2022 and the Extraordinary meeting held 24 January 2023 are a true and correct record.

1) TE TĀHUHU KŌRERO / BACKGROUND

Local Government Act 2002 clause 7 Section 28 states that a local authority must keep minutes of its proceedings. The minutes of these proceedings duly entered and authenticated as prescribed by a local authority are prima facie evidence of those meetings.

2) TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meeting are attached.

The Bay of Islands-Whangaroa Community Board Standing Orders Section 27.3 states that “no discussion may arise on the substance of the minutes at any succeeding meeting, except as to their correctness”.

Te Take Tūtohunga / Reason for the recommendation

The reason for the recommendation is to confirm the minutes as a true and correct record of the previous meeting.

3) NGĀ PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or the need for budgetary provision.

NGĀ ĀPITI HANGA / ATTACHMENTS

1. BOI WCB Meeting Minutes 12 December 2022 - A4015704 [↓](#) 
2. BOI WCB Extraordinary Meeting Minutes 24 January 2023 - A4051639 [↓](#) 

Te Hōtaka Take Ōkawa / Compliance schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

He Take Ōkawa / Compliance requirement	Te Aromatawai Kaimahi / Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the minutes to be confirmed as a true and correct record, any interest that affect other people should be considered as art of the individuals report.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications requiring input from the Chief Financial Officer.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

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Bay of Islands-Whangaroa Community Board Meeting Minutes

12 December 2022

**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI
ON MONDAY, 12 DECEMBER 2022 AT 10:00 AM**

PRESENT: Chairperson Belinda Ward, Deputy Chairperson Lane Ayr, Member Bruce Mills, Member Amy Slack, Member Roddy Hapati-Pihema, Member Jane Hindle, Member Tyler Bamber, Member Ann Court

STAFF PRESENT: Aisha Huriwai (Team Leader - Democracy Services), Joshna Panday (Democracy Advisor), Nicola Smith (Community Board Coordinator), Ken Ross (Community Development Officer), Inna Shibalova (Senior Solicitor), Kim Hammond (Funding Advisor)

1 KARAKIA TIMATANGA / OPENING PRAYER

Chairperson Belinda Ward commenced the meeting and Member Roddy Hapati-Pihema opened with a karakia.

2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST

APOLOGY

RESOLUTION 2022/109

Moved: Member Belinda Ward

Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board note:

- i. an apology for absence from Councillor Babe Kapa.
- ii. the following declarations of interest;
 - a. Member Ann Court – National Street Rod Association, Northland – Item 7.8 (b) refers
 - b. Member Tyler Bamber – Kanikani Katoa with Hot Potatoe Band – Item 7.8 (c) refers
 - c. Member Roddy Hapati-Pihema – Taumatamakuku Placemaking and Implementation Plan – Item 8.1 refers

CARRIED

The Chairperson declared a perceived interest in funding applications for the Kaeo Festival Group and National Street Rod Association as both events had applied for FNDC Events Funding, which the Chairperson assesses.

3 NGĀ KAIKŌRERO / SPEAKERS

Noel Nathan, Dick Dargaville and Ken Ross for Taumatamakuku Placemaking and Implementation Plan - Item 8.1 refers.

Hannah Hunter for Kaeo Festival Group – item 7.8(a) refers.

David Crabb – regarding a potential funding application for a skateboarding contest on 9 & 10 February 2023 in Kerikeri.

Roz Dennis and Leanne Tasker for National Street Rod Association Northland – item 7.8(b) refers.

Gerry Paul for The Centre at Kerikeri Ltd (Turner Centre) – item 7.8(c).

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4 CONFIRMATION OF PREVIOUS MINUTES**4.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A3905189, pages 8 - 16 refers.

RESOLUTION 2022/110

Moved: Member Bruce Mills

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board;

- i. rectifies the wording of Resolution 2022/116 by deleting the words “(plus GST if applicable)” and replacing the words “costs towards lifejackets for pre-school swimming training” with the words, “towards the development of resources to enable delivery of a water safety promotion programme for pre-school swimming training”;
- ii. confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held on 17 November 2022 are a true and correct record.

CARRIED

Note that the correction is to be sent to the applicant.

5 REPORTS**5.1 EASEMENT ON LOCAL PURPOSE ESPLANADE RESERVE - WAIRAWARAWA STREAM**

Agenda item 7.3 document number A3970604, pages 30 - 42 refers.

RESOLUTION 2022/111

Moved: Member Bruce Mills

Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board recommend that Council approve the granting of a right of way easement pursuant to section 48(1)(f) of the Reserves Act 1977 on Local Purpose Esplanade Reserve Lot 16 DP 146304 for the purpose of constructing and using a private bridge over the Wairawarawa Stream connecting:

- i. 2276C State Highway 10 Kerikeri - Lot 1 DP 91402 contained in record of title NA64B/178; and
- ii. 15 Conifer Lane Kerikeri - Lot 1 DP 535123 and Lot 14 DP 158690 contained in record of title 884105; and
- iii. 2228 State Highway 10, Kerikeri - Lot 1 DP 457586 contained in record of title 593590.

And that approval is provided subject to:

1. NRC granting Resource Consent for construction of the bridge;
2. Public consultation in accordance with sections 48(2), 119 and 120 of the Reserves Act 1977;
3. Compensation, to be negotiated and finalised in a written Compensation Agreement, payable by the landowners to the Council;
4. Landowners -
 - a) bearing all costs and disbursements in relation to the required public

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consultation.

- b) if required by law and prior to commencing construction works, seeking relevant consent(s) and / or permits from the Council under Local Government Act 1974, Resource Management Act 1991 and / or Building Act 1991.**
- c) bearing all legal and survey costs and disbursements in relation to creating and registering the easement instrument on all relevant titles;**
- d) bearing full responsibility for the construction, maintenance, upkeep, repair, removal of the bridge (if required) during its lifetime, and end of its lifetime;**
- e) the bridge being the landowner's asset, which if abandoned, neglected or on becoming a nuisance of any kind or degree, must be removed or decommissioned and Reserve land remediated to Council's satisfaction;**
- f) indemnifying the Council of all costs, claims and expenses arising from use and operation of the bridge during its lifetime.**

CARRIED**5.2 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.1 document number A3905207, pages 17 - 26 refers.

MOTION

Moved: Member Lane Ayr
 Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward and Members Lane Ayr, Jane Hindle, Bruce Mills and Amy Slack .

AMENDMENT

Moved: Member Jane Hindle
 Seconded: Member Roddy Hapati-Pihema

That the Bay of Islands-Whangaroa Community Board

- i. note the reports from Chairperson Belinda Ward and Members Lane Ayr, Jane Hindle, Bruce Mills and Amy Slack; and**
- ii. request that Council Staff do an audit of Community Groups who are looking after Council owned assets (e.g. Halls, Sports Club, Cemeteries etc) and provide the Community Board with a list of these so that they can review the level of Community assistance being provided and make further recommendations on how best to support.**

CARRIED

The amendment became a substantive motion.

RESOLUTION 2022/112

Moved: Member Jane Hindle
 Seconded: Member Roddy Hapati-Pihema

That the Bay of Islands-Whangaroa Community Board

- i. note the reports from Chairperson Belinda Ward and Members Lane Ayr, Jane Hindle, Bruce Mills and Amy Slack; and**
- ii. request that Council Staff do an audit of Community Groups who are looking after Council owned assets (e.g. Halls, Sports Club, Cemeteries etc) and provide the Community Board with a list of these so that they can review the level of Community**

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assistance being provided and make further recommendations on how best to support.

CARRIED**5.3 SETTING OF MEETING DATES FOR 2023**

Agenda item 7.2 document number A4000352, pages 27 - 29 refers.

RESOLUTION 2022/113

Moved: Member Lane Ayr

Seconded: Member Tyler Bamber

That Bay of Islands-Whangaroa Community Board adopt the following 2023 meeting dates for the Bay of Islands-Whangaroa Community Board

- ┘ **Thursday 16 February**
- ┘ **Thursday 16 March**
- ┘ **Thursday 13 April**
- ┘ **Thursday 11 May**
- ┘ **Thursday 8 June**
- ┘ **Thursday 6 July**
- ┘ **Monday 31 July**
- ┘ **Thursday 31 August**
- ┘ **Thursday 28 September**
- ┘ **Thursday 26 October**
- ┘ **Thursday 23 November**
- ┘ **Thursday 14 December**

CARRIED**5.4 ROAD NAMING - LOT 2, 7D WAIPAPA WEST ROAD, KERIKERI**

Agenda item 7.4 document number A4003328, pages 43 - 56 refers.

RESOLUTION 2022/114

Moved: Member Amy Slack

Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private right-of-way (ROW), Wai Tui Way that is currently addressed at Lot 2, 7D Waipapa Road, Kerikeri as per map (A4003335), subject to written supporting documentation from Iwi/Hapu.

CARRIED

Item 7.5 Road Naming – Lot 19, 90 Wehirua Road, Okaihau is withdrawn – does not fall within Bay of Islands-Whangaroa jurisdiction.

5.5 ROAD NAMING - 27 ACCESS ROAD, KERIKERI

Agenda item 7.6 document number A4001352, pages 71 - 90 refers.

MOTION

Moved: Member Bruce Mills

Seconded: Member Lane Ayr

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That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private right-of-way (ROW), Dove Lane that is currently addressed at 27 Access Road, Kerikeri as per map (A3710115).

AMENDMENT

Moved: Chairperson Belinda Ward

Seconded: Member Tyler Bamber

That Bay of Islands-Whangaroa Community Board, refer the report back to the roading support officer for confirmation from LINZ and consideration be given to 3B of the resource consent conditions when resubmitting.

CARRIED

The amendment became a substantial motion.

RESOLUTION 2022/115

Moved: Chairperson Belinda Ward

Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board, refer the report back to the roading support officer for confirmation from LINZ and consideration be given to 3B of the resource consent conditions when resubmitting.

CARRIED**5.6 PROJECT FUNDING REPORTS - DECEMBER 2022**

Agenda item 7.7 document number A3993041, pages 90 - 103 refers.

RESOLUTION 2022/116

Moved: Member Tyler Bamber

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board note the project report received from:

- a) Aroha Music Society**
- b) Bay of Islands Arts Festival Trust (Upsurge)**
- c) Business Paihia Incorporated**
- d) Our Kerikeri Community Charitable Trust**

CARRIED**5.7 FUNDING APPLICATIONS**

Agenda item 7.8 document number A3990503, pages 104 - 129 refers.

RESOLUTION 2022/117

Moved: Member Bruce Mills

Seconded: Member Jane Hindle

7.8(a) That the Bay of Islands-Whangaroa Community Board;

- a) uplifts the application from Kaeo Festival Group from the meeting on 17 November 2022 for consideration at this meeting.**
- b) approves the sum of \$4,373 (plus GST if applicable) be paid from the Board's Community Fund account to Kaeo Festival Group for costs towards the 2023 Ngā**

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Purapura Festival to meet the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

Abstained: Chairperson Belinda Ward**CARRIED****RESOLUTION 2022/118**

Moved: Member Bruce Mills

Seconded: Member Amy Slack

7.8(b) That the Bay of Islands-Whangaroa Community Board;

Approves the sum of \$6,417 (plus GST if applicable) be paid from the Board's Community Fund account to National Street Rod Association Northland for the costs towards equipment hire for Cruz'n the Bays 2023 to meet the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

Against: Member Lane AyrAbstained: Chairperson Belinda Ward and Member Ann Court**CARRIED****RESOLUTION 2022/119**

Moved: Member Lane Ayr

Seconded: Member Jane Hindle

7.8(c) That the Bay of Islands-Whangaroa Community Board;

Approves the sum of \$7,000 (plus GST if applicable) be paid from the Board's Community Fund account to The Centre at Kerikeri (Turner Centre) for the band fee and venue technicians for the free Kanikani Katoa with Hot Potato Band event to meet the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

Abstained: Member Tyler Bamber**CARRIED****6 INFORMATION REPORTS****6.1 TAUMATAMAKUKU PLACEMAKING AND IMPLEMENTATION PLAN**

Agenda item 8.1 document number A3990709, pages 130 - 177 refers.

RESOLUTION 2022/120

Moved: Member Jane Hindle

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board receive the report Taumatamakuku Placemaking and Implementation Plan.

Abstained: Member Roddy Hapati-Pihema**CARRIED**

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6.2 KERIKERI REDWOODS

Agenda item 8.2 document number A4004816, pages 178 - 189 refers.

RESOLUTION 2022/121

Moved: Member Amy Slack

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board receive the report Kerikeri Redwoods.**CARRIED****6.3 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE**

Agenda item 8.3 document number A3905221, pages 190 - 192 refers.

RESOLUTION 2022/122

Moved: Chairperson Belinda Ward

Seconded: Member Amy Slack

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update.**CARRIED****7 RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2022/123**

Moved: Member Lane Ayr

Seconded: Member Jane Hindle

That the public be excluded from the following parts of the proceedings of this meeting. The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 – Confirmation of Previous Minutes	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

At the conclusion of the public excluded section the Board confirmation that information and decisions held with the public excluded would remain confidential.

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Bay of Islands-Whangaroa Community Board Meeting Minutes

12 December 2022

8 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 2:05pm with Member Jane Hindle saying a karakia.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting to be held on 16 February 2023.

.....
CHAIRPERSON

UNCONFIRMEDExtraordinary Bay of Islands-Whangaroa Community Board Meeting
Minutes

24 January 2023

**MINUTES OF
EXTRAORDINARY BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE 1ST FLOOR, JOHN BUTLER CENTRE, KERIKERI
ON TUESDAY, 24 JANUARY 2023 AT 10:01AM**

PRESENT: Chairperson Belinda Ward, Deputy Chairperson Lane Ayr, Member Bruce Mills, Member Roddy Hapati Pihema, Member Jane Hindle, Member Tyler Bamber, Member Ann Court

IN ATTENDANCE:

STAFF PRESENT: Nicola Smith (Community Board Coordinator), Kim Hammond (Funding Advisor), Marlema Baker (Democracy Advisor)

1 KARAKIA TIMATANGA / OPENING PRAYER

Chairperson Belinda Ward commenced the meeting and member Jane Hindle opened with a karakia.

2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST**2.1 APOLOGIES****RESOLUTION 2023/1**

Moved: Chairperson Belinda Ward

Seconded: Member Tyler Bamber

That the apology from Member Amy Slack be received and a leave of absence granted.

CARRIED**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

- Whaea Waireti Paora – Manawhenua, Ngati Rahiri Māori Komiti, Waitangi, spoke in relation to item 6.1(b).
- Whaea Hinewhare Harawira – Manawhenua, Ngati Rahiri Waitangi, spoke in relation to item 6.1(b).

4 NGĀ TONO KŌRERO / DEPUTATIONS

There were no deputations requested for this meeting.

5 NGĀ KAIKŌRERO / SPEAKERS

- Dave Crabb for Circle D Construction Limited – Kerikeri Vert Jam 2023. Item 6.1(a) refers.
- Joanne Shanks for Community Business and Environment Centre (CBEC) Cooperative Society Limited. Item 6.1(b) refers.

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6 REPORTS

6.1 FUNDING APPLICATIONS

Agenda item 6.1 document number A4047860, pages 8 - 24 refers

MOTION

Moved: Chairperson Belinda Ward
Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board;

- a) approves the sum of **\$5,435 \$** (plus GST if applicable) be paid from the Board's Community Fund account to Circle D Construction Limited for advertising/promotion costs, equipment hire and travel costs for the judges and tutors for the Kerikeri Vert Jam 2023 event, to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable.
 - ii) Proud, vibrant communities.

AMENDMENT

Moved: Member Ann Court
Seconded: Deputy Chairperson Lane Ayr

That the Bay of Islands-Whangaroa Community Board;

- a) approves the sum of **\$4,800** (plus GST if applicable) be paid from the Board's Community Fund account to Circle D Construction Limited for cost of scaffolding, volunteer expenses, accommodation and sound system,
- i) Communities that are healthy, safe, connected and sustainable.
 - ii) Proud, vibrant communities.

In Favour: Chairperson Belinda Ward, Deputy Chairperson Lane Ayr, Members Roddy Hapati Pihema, Jane Hindle, Tyler Bamber and Ann Court

Against: Member Bruce Mills

CARRIED 6/1

The amendment became the substantive motion

RESOLUTION 2023/2

Moved: Member Ann Court
Seconded: Deputy Chairperson Lane Ayr

That the Bay of Islands-Whangaroa Community Board;

- a) approves the sum of **\$4,800** (plus GST if applicable) be paid from the Board's Community Fund account to Circle D Construction Limited for cost of scaffolding, volunteer expenses, accommodation and sound system,

In Favour: Chairperson Belinda Ward, Deputy Chairperson Lane Ayr, Members Roddy Hapati Pihema, Jane Hindle, Tyler Bamber and Ann Court

Against: Member Bruce Mills

CARRIED

MOTION

Moved: Deputy Chairperson Lane Ayr
Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board;

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b) approves the sum of **\$4,655** (plus GST if applicable) be paid from the Board's Community Fund account to Community Business and Environment Centre (CBEC) Cooperative Society Limited for costs associated with rubbish and recycling for the 2023 Waitangi Day Commemorations at Te Tii Marae, to meet the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable.
- ii) Proud, vibrant communities.

AMENDMENT

Moved: Member Jane Hindle

Seconded: Member Ann Court

That the Bay of Islands-Whangaroa Community Board;

b) approves the sum of **\$1,600** (plus GST if applicable) be paid from the Board's Community Fund account to Community Business and Environment Centre (CBEC) Cooperative Society Limited for costs associated with travel/mileage, volunteer mileage and Ambassadors lunches for the 2023 Waitangi Day Commemorations at Te Tii Marae, to meet the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable.
- ii) Proud, vibrant communities.

In Favour: Chairperson Belinda Ward, Members Bruce Mills, Amy Slack, Roddy Hapati Pihema, Jane Hindle and Tyler Bamber

Against: Deputy Chairperson Lane Ayr and Member Ann Court

CARRIED 6/2

The amendment became the substantive motion

RESOLUTION 2023/3

Moved: Member Jane Hindle

Seconded: Member Ann Court

That the Bay of Islands-Whangaroa Community Board;

b) approves the sum of **\$1,600** (plus GST if applicable) be paid from the Board's Community Fund account to Community Business and Environment Centre (CBEC) Cooperative Society Limited for costs associated with travel/mileage, volunteer mileage and ambassadors lunches for the 2023 Waitangi Day Commemorations at Te Tii Marae, to meet the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable.
- ii) Proud, vibrant communities.

CARRIED

8 TE KAPINGA HUI / MEETING CLOSE

The meeting closed with a karakia by member Hapati Pihema at 11:34pm.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 16 February 2023.

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UNCONFIRMED

Extraordinary Bay of Islands-Whangaroa Community Board Meeting
Minutes

24 January 2023

CHAIRPERSON

7 REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4050699

Author: Joshna Panday, Democracy Advisor

Authoriser: Aisha Huriwai, Team Leader Democracy Services

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

The report provides feedback to the community on matters of interest or concern to the Community Board.

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward, Deputy Chair Lane Ayr and Members Tyler Bamber, Jane Hindle and Roddy Hapati-Pihema.

TE TĀHUHU KŌRERO / BACKGROUND

The Local Government Act 2002 Part 4 Section 52 states that the role of a Community Board is to represent, and act as an advocate for the interests of its community.

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Community Boards are required to consider and report on any matters of concern or interest to the Community Board, maintain an overview of services provided to the community and communicate with community organisations and special interest groups within the community.

The report from the Chairperson and members are attached.

Resource Consents are available on the Council's website and when going through a public notification process will be emailed to community board members. Members have five days to send feedback in relation to a resource consent. Members will be expected to include these details in their member reports to provide transparency.

REASON FOR THE RECOMMENDATION

The reason for the recommendation is to provide information to the Community on the work that has been undertaken by the Chairperson and Members on its behalf.

NGĀ PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or the need for budgetary provision as a result of this report.

NGĀ ĀPITIHINGA / ATTACHMENTS

1. Chairpersons Report - Belinda Ward - February 2023 - A4073412  
2. Deputy Chairpersons Report - Lane Ayr - February 2023 - A4076190  
3. Members Report - Tyler Bamber - February 2023 - A4073275  
4. Members Report - Jane Hindle - February 2023 - A4073218  
5. Members Report - Roddy Hapati-Pihema - February 2023 - A4073212  

Member's Report

Name: Belinda Ward

Subdivision: Paihia Subdivision

Date: 30th December 2022 - 27th January 2023

Meetings Attended

Date	Meeting	Comments
13/01/23	Paihia Waterfront Working Group	To progress Placemaking - Virtual
14,15/1/23	2 day Community Placemaking Workshop at Copthorne Waitangi	Organised by Focus Paihia & very well attended by the wider community & staff.
18/01/23	CBEC Zone 1	To discuss roles, responsibilities, expectations & co-sharing role - Virtual
20/01/23	Paihia Waterfront Working Group on-site walk & discussions	To discuss outcomes from 2 day community workshop
23/01/23	Monthly catch up with Mayor & CB Chairs	To discuss CB Chairs roles & any issues - Virtual
23/01/23	Mayor & BOI-W CB Paihia member	To discuss Paihia related issues - Virtual
24/01/23	BOI-W CB Extraordinary Meeting followed by CB Strategic Plan W'shop	To deal with 2x funding applications - JBC
24/01/23	Haratu Marae Russell	Attended meeting called by Kororareka Marae Chair re application to NZ Geographical Bd to reinstate name
26/01/23	Kings Rd Paihia on-site	Met with Focus Paihia Chair & NTA to discuss roading

Community Issues

Issue name	Comment
Sewage spill	Requested immediate signage for health & safety & water sample testing by NRC - not actioned.
Waitangi Day Waste	Resolving of rubbish & recycling service for the reserve area not included in the Waitangi Day budget
FNHL Playground	Discussion had with FNHL staff member to provide shade over the playground at Opuā.
Opuā-Paihia Walkway	Frustration from track users due to poor communication

Modular Tower	There is great community interest in a proposed "Modular tower" development for 6 Puketona Rd Paihia. The high rise is being marketed subject to vendor gaining Resource Consent.
Cruise Ships	There is still a lot of interest & discussion in the community both for & against the return of Cruise Ships to the Bay of Islands. Many are not happy with the amount of covid around & the threat to our communities. Apparent funnel air pollution was also a concern.
Freedom Campers	Community concerns were high over the peak Christmas/ New Year period particularly in the Te Haumi beach area where the environment was impacted by campers ablutions despite a toilet block at the northern end
Car Vandalism	This summer the BOI area is experiencing an increase in vehicle vandalism & thefts. Boat fuel thefts have also been noted.

Requests for Service (RFS)

RFS number	Date	Comment
4140542	30/12/22	Sewage spill from private property into Waitangi River & surrounds
4081664	15/11/22	A historical RFS regarding the removal of a rowing boat from the reserve beside Shippey's at Waitangi. Progress update 25/01/23: FNDC to remove prior to Waitangi Day.
4141134	09/01/23	Update required for squatters on reserve at Waitangi.
4138990	09/01/23	Upper School Rd Paihia ongoing watermain issues update - " permanent replacement is subject to some zonal monitoring".

Other Issues

Ongoing growing anti-social behaviour in & around the BOI townships & communities.
 Lack of policing (alcohol prevention officer) to enforce rules around premises.
 Noisy vehicles / motorcycles & dangerous driving in & around CBD areas.
 Wet weather during the month of January has affected tourism & visitor numbers to the Far North. The economic impact will not be known for some months.

Member's Report

Name: J Lane Ayr

Subdivision: Kerikeri

Date: Nov 24/22 to Jan 27/23

Meetings Attended

Date	Meeting	Comments
11/28	Teams meeting with Chair re agenda	11-1
11/28	Catch up project mg kerik Domain	2=3
01/17	Zoom with Stalla re sails	9-10
01/23	Meeting D Clamp re Domain	10-1130
01/24	ExOrd CB meeting JBC	10-12
01/24	Stragic Planning meeting JBC	12-330

Community Issues

Issue name	Comment
Cherry Park	Review whole resetve
Kerik Domain	BB hoop replacement and sail installlation
Kerik Domain	Rotary and desire to supply Exers/equipment
Keri.Community Groups	Seek funding for CBD planning

Bus Stop	
Kerik Domain	Confirm delegation and administration

Requests for Service (RFS)

RFS number	Date	Comment
		Alderton Park continues
		!98c Opito Bay Road continues LIGOMA

Other Issues

Member's Report

Name: Tyler Bamber

Subdivision: Bay of Islands/Whangaroa - Waipapa

Date: 26-01-23

Meetings Attended

Date	Meeting	Comments
2-11-22	Meeting with Ange Barker RE: Playground at the Kerikeri Rugby club	<ul style="list-style-type: none"> - Have secured funding for a playground/mara hupara at Keri Rugby/Netball club – Te Amo Putoro - Mara Hupara is about creating active play space with natural elements - The playground at the Rugby club will be a cross of traditional playground with the Mara Hupara philosophy - Currently out to tender – planning on making tender decisions within the month - Excellent process developed by this group including resources which could be of great use in future playground development plans!
9-11-22	Sat down with Mandy Turner from Waipapa Business Assn.	<ul style="list-style-type: none"> - Their biggest concern is continuing to work through the CCTV system for Waipapa - New blank spots have been discovered which give vehicles a way to get out of Waipapa undetected by the current camera system - Working to get that filled in with Northland CCTV - Not looking for assistance but just informing of where they are at
7-12-22	Te Ao Maori induction	<ul style="list-style-type: none"> - Discussed a basic understand of conducting ourselves within Tikanga Maori with a particular emphasis on powhiri settings - Great session – a lot to learn and looking forward to the next one

10-01-23	Meeting with Sarah Curtis from KK District Business Assn.	<ul style="list-style-type: none"> - Discussed their current and future plans/overall strategy for organisation - Current project – hanging baskets for Kerikeri Rd. Has been funded and looking to complete this year - Hoping to have their website portal updated and completed – the plan is to help create a directory of businesses, market Kerikeri in general - Looking to create an event strategy that would include being involved with the street party and potentially another shoulder season event that would provide footfall for businesses and out of town visitors staying overnight <p>Also a real concern amongst small business in the town that we are in for a rough year economically</p>
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Community Issues

Issue name	Comment

Requests for Service (RFS)

RFS number	Date	Comment

Member's Report

Name: Jane Hindle

Subdivision: Bay of Islands Whangaroa Board, Russell Ōpua Subdivision

Date: 27 January 2023

Meetings Attended

Date	Meeting	Comments
30 Nov 22	Resilient Russell Meeting	Russell: Attended meeting, briefed Committee about first CB meeting
1 Dec 22	Met Kay McFarlane and Graham Norton to discuss her input on town plantings	Russell: Graham shared how the contracts operated. Plans to do a map of FNDC managed areas in town for clarity.
5 Dec 22	Met with members of Maromaku and Akerama Community to introduce myself and learn about their community and their issues	Maromaku Hall: Raised a number of RFSs for community and followed up on outstanding grant payment. Thank you Roddy for introduction to Thelma.
6 Dec 22	Met with Community Constable Mike Gorrie to introduce new role.	Russell Police station
7 Dec 22	Te Ao Māori induction Programme, Kaikohe.	Council Chambers Kaikohe
9 Dec 22	Meet with various members of Ōpua Community to understand community issues	Ōpua
12 Dec 22	Bay of Islands Community Board meeting	Turner Centre Kerikeri
15 Dec 22	Meet Nicole Anderson & Sarah Peterson, Directors Far North Holdings to discuss Ōpua community concerns re FNHL	Kerikeri
15 Dec 22	Attended Kororāreka Marae Society AGM	They have made an application to LINZ for the return of the place name Kororāreka instead of Russell.
19 Dec 22	Attended meeting on site at Russell Transfer station to hear about plans for a Man Shed at the site	Another Resilient Russell initiative, early days in project.
20 Dec 22	Attended Russell School Prizegiving. Also met with Viki Heta from Rawhiti and discussed the road seal.	Russell School
21 Dec 22	Attended Resilient Russell monthly meeting	Discussed Placemaking initiative and their request for recycling bins.
3 Jan 23	Presentation to Russell Protection Society about the role of the Community Board.	Russell Christ Church Hall. Well received, given a bottle of wine (declared as Gift).

14/1/2023	Place making workshop for Paihia	To learn about the process in order to be informed for Russell place making initiative.
20/1/2023	Meeting with Jillian Kearny, Ōpua resident, for a quick update.	
24/1/2023	Special Community Board meeting	JBC, Kerikeri
24/1/2023	Kororāreka name change proposal	Attended Kororāreka Marae community consultation hui to discuss proposal for name change
26/1/2023	Maromaku Community Hall AGM	Attended and picked up several longstanding issues from the Community.
Dec-Jan	Created 34 posts for the BOI-Whangaroa Community Board page. Reach ↑ 1.9K% Visits 1423 ↑ 1.98K% New Likes 54 ↑ 390%	Most popular posts were Ōpua Walkway, Sewage spill at Haruru, Cycleway, clarification about dog signage

Community Issues

Issue name	Comment
Maromaku Rooding	Community would like a more strategic approach to roading, which requires water tabling to address the longer-term issues. Needs to be included in AP and LTP.
Russell refuse and recycling	Fielded numerous messages regarding holiday makers' refuse in town and overflowing litter bins over the summer. This is an ongoing issue with numerous discussions in past which have stalled. It requires a community approach alongside Council. Recycling is important element but there needs to be discussions on how we also encourage behaviour change to prevent people from leaving litter in the first place. Refuse and recycling Hui organised 2 February to bring community groups, Council staff and interested parties together to discuss solutions going forward.
Ōpua Community relationship with Far North Holdings	The relationship between the Ōpua community and Far North Holdings is very poor and is having a detrimental effect on the Community overall. I have interviewed a selection of residents to unpack their issues and have consolidated them into key themes, which I have raised with Directors of the organisation. With the organisation moving to Kaikohe, the Marina and staff remain. One of the big challenges is that there is now no heart of the community or community group to liaise with.
Rawhiti road seal	The completion of this seal has been an issue for decades. They are aware that Council budgets do not permit for this work to be completed but are seeking Council assistance to look at other out of the box options to get the work done.
Maromaku Toilet	This project has been going for over 8 years and three Council staff involved have left. It is complex because, amongst other things, it involves the requirement for a composting toilet on Council land which the community are prepared to pay for but wish Council to manage.

Requests for Service (RFS)

RFS number	Date	Comment
(3987148) (3996575) 4032539	2020 2021	Encroachment across public access to reserve. Okiato boundary marking of paper road with bollards. Fence removed, staff meeting with landowner to discuss resolution.
(4001004) 4139204	(11/02/20) 15/12/22	Car parking lines for parking outside Russell Tennis Court, presently unmarked and cars park randomly, particularly bad in summer.
4137028	30/11/22	Scouring of road Maromaku. Real issue is blocked water tables which require fixing otherwise gravel simply being washed away.
4137946	6/12/22	Signage for Maromaku Hall, images to be added for website of Maromaku Hall.
(4125516) 4139501	(1/9/2022) 16/12/22	Ongoing issues with stormwater drainage due to tree roots lifting pavement and drain resulting in blockages and damage to footpath.
4139742	18/12/2022	Seal for Rawhiti Road (Council)
4139843	20/12/2022	Reinstate the yellow lines on Long Beach Road to prevent parking at turning circle and by fig tree (road narrows).
4140558	30/12/22	One of many RFSs raised over rubbish in Russell over the Christmas new year break.
4143747	25/1/23	Request for duck crossing sign due to high deaths of ducks on road.
4142357	16/1/23	Dangerous footpath – people regularly tripping – in York Street *FIXED* promptly, thank you. RFS process worked after Facebook complaint being instructed by community members to raise RFS!

Other Issues

- Russell Sewerage scheme is non-compliant, e-coli present, with abatement notice from NRC.

Member's Report

Name: Roddy Pihema

Subdivision: kawakawa and morewa

Date: 26/1/2023

Meetings Attended

Date	Meeting	Comments
9/1/2023	Kaikou Marae	Postponed to another date due to the meeting in Waitangi
24/1/2023	Kororareka Marae	attend the 5pm sitting regard to name change

Community Issues

Issue name	Comment
Cycle Trial	safety concern for the community.. Hapu and community is due to meet
privet control	privet flowering subdivision concern about hayfever we are in discussion with the Fdnc ..
tiles	Kawakawa community is concern about uneven tiles ...

Requests for Service (RFS)

RFS number	Date	Comment
4140188	23/12/2022	Tiles works for Kawakawa, community concern respond back on the 20/1/2023 from Peter Marselos to visit
4138341	23/12/2022	Respond bk from Peter Marselos to called a meeting for privet control
4143200	23/1/2023	cooper beach smash bottle around the toilets and playground.. Forward the request to Sheryl Bainbridge
4141946	13/1/2023	Opuia to Whangae and Kawakawa cycle trail removal of dump cars

Other Issues

Request for official information from the northern regional Council Biosecurity manager Joanna Barr for Privet...

Request from Trace (Cycle Trail) subdivision concern about the Opua Whngae to Kawakawa Cycle Trail attendend the meeting with fndc counsilour to discuss community concern and hapu concern on public safety date set for meeting 31 of jan at he iwi kotahi taku trust moerewa

7.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD APPOINTMENT TO DISABILITY ACTION GROUP

File Number: A4074926

Author: Kim Hammond, Community Development Advisor.

Authoriser: Shayne Storey, Acting Manager - Corporate Planning & Community Development

PURPOSE OF THE REPORT

The purpose of the report is to give the Bay of Islands-Whangaroa Community Board the opportunity to appoint a member to the Disability Action Group.

EXECUTIVE SUMMARY

- The Disability Action Group includes a representative from Council and each of the community boards.
- The Bay of Islands-Whangaroa Community Board is able to appoint a member as their delegate to the group.

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board appoint member _____ as its representative on the Disability Action Group.

1) BACKGROUND

The Disability Action Group is a stakeholder engagement group which was established by the Council and consists of elected members, representatives of external groups involved with people of various abilities, and people with a lived experience of disability.

In June 2013 the Council adopted Policy 3211 – Equity and Access for People with Disabilities. The Disability Action Group meets quarterly to assist the Council to meet the objectives of the policy, including building the capacity of disabled groups to take responsibility for advocating on their own behalf.

2) DISCUSSION AND OPTIONS

The Board can appoint one of its members to the Disability Action Group. The appointee would enable communication between the group and the board and ensure the community's views are represented in the group.

Reason for the recommendation

To allow for appointment of a Community Board member to the Disability Action Group.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications.

ATTACHMENTS

1. Disability Actions Group Terms of Reference - A4074974 [↓](#) 

Compliance schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	The proposal has a low level of significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Policy 3211 – Equity and Access for People with Disabilities
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	The matter has District wide relevance and delegates from each of the community boards and Council are requested.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Māori are considered as part of the group's operation.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	The group specifically seeks to engage with these people.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no additional financial implications.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

Disability Action Group Terms of Reference

Disability Action Group Terms of Reference

1. Constitution

The Disability Action Group (DAG) is established as a stakeholder liaison group within the Far North District to provide advice to the Far North District Council, Government and its Agencies, Disability Service Providers; and to engage with the community on issues of disability/impairment.

The DAG operate under the [Policy on Equity and Access for People with Disabilities](#)

2. Purpose

The purpose of DAG is:

- To identify and take up opportunities to advocate for equity and access for people with disabilities/impairments
- To provide ongoing communication and advice to Council, Government Agencies and Service Providers on behalf of people with disabilities/impairments
- To provide opportunities for people with disabilities/impairments to engage with elected representatives
- To build the capacity of disability groups to take responsibility for advocating on their own behalf
- To advocate for policies, programmes, practices, and procedures that guarantee equal opportunity for all people with disabilities/impairments
- To encourage the portrayal of persons with disabilities/impairments by the media in a positive way, including in the Council's own publications and publicity material

3. Membership

The membership of DAG shall be comprised of the following:

- 1 appointee from each of Council, Te Hiku Community Board, Kaikohe-Hokianga Community Board, and the Bay of Islands-Whangaroa Community Board
- Representatives from stakeholder and advocacy bodies for people with disabilities/impairments across the Far North District
- Interested residents of the Far North District

4. Meetings

- A quorum of members of DAG shall be two.
- DAG meetings shall be held quarterly.
- The chair of the DAG may request additional meetings as necessary.
- At these meetings DAG may invite staff from the Far North District Council or other organisations as necessary to provide appropriate information and to receive feedback from stakeholders as to how people with disabilities/impairments can be supported to fully participate in the life of their communities.
- Minutes of all meetings shall be kept.

1 Adopted 2018-04-17

Disability Action Group Terms of Reference

- Meeting decisions that require a response from Council will be lodged using either the DAG action sheet or the Report Request Form.
- 5. DAG Structure**
 - DAG shall elect a Chairperson and Deputy Chairperson once each triennium.
 - Prospective members of DAG must gain the approval of DAG members to join the group.
 - Voting members of DAG shall be the DAG members but not Council staff.
- 6. Principles**
 - Advocacy – representing the interests of people with disabilities/impairments with fairness and equity
 - Inclusiveness – a wide range of views are sought
 - Openness – communicating clearly and providing as much information as possible to facilitate open and free exchange of information within the group
 - Honesty and respect – treating people with courtesy, observing their rights and recognising the different roles that others play in management and decision making
 - Responsiveness – dealing with issues within agreed timeframes
 - Accountability – issues raised are followed up as appropriate
- 7. Planning**
 - DAG will develop annual strategic goals through an annual workshop. Staff members may support this workshop if requested.
- 8. Reporting Procedures**
 - DAG will produce an annual report on its activities, achievements, and concerns to the 3 Community Boards.
- 9. Staff support**
 - Subject matter expertise shall be provided by relevant staff members from within the Far North District Council, with sufficient notice and the approval of their General Manager.
- 10. Administration**
 - Support for administration of the DAG, including the agenda, invitations, meeting venues (cost for non-Council venues will be met from the DAG budget), meeting minutes, claim form distribution will be undertaken by the Community Policy & Development Department
 - The Chair of DAG or delegate will be responsible for lodging Report Request Forms to the Manager Community Policy & Development regarding DAG issues
 - Approval of funds from the DAG budget is the responsibility of Manager Community Policy & Development and DAG will recommend expenditure via meeting resolutions.

2 Adopted 2018-04-17

Disability Action Group Terms of Reference

11. Resourcing for DAG operation

- Funding for the DAG through the Long Term Plan shall be used to assist the DAG to meet its strategic goals and operational costs, such as travel expenses, reimbursement of costs for accessibility assistance and meeting venues for the DAG.
- Individual DAG expenses must be submitted via the claim form.

12. Definition

People with Disabilities are “...those who have long-term physical, mental, intellectual or sensory impairments which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others...”

This definition draws on the social model of disability and is used in the NZ Disability Strategy, and is sourced from the UN Convention on the Rights of Persons with Disabilities, Article 1.

3 Adopted 2018-04-17

7.3 APPOINTMENTS TO MANAGEMENT COMMITTEES

File Number: A4051031

Author: Joshna Panday, Democracy Advisor

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

The purpose of the report is to facilitate the appointment of Board representatives to Management Committees in the Bay of Islands-Whangaroa Ward.

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board make appointments to Management Committees as detailed below:

- appoints member _____ to Cherry Park House
- appoints member _____ to Kawakawa Memorial Library Museum
- appoints member _____ to Paihia War Memorial Hall
- appoints member _____ to Russell Town Hall
- appoints member _____ to Simson Park Hall
- appoints member _____ to Totara North Hall
- appoints member _____ to Waipapa Hall
- appoints member _____ to Whangaroa Memorial Hall
- appoints member _____ to Whangaroa Township Hall
- appoints member _____ to Bledisloe Domain
- appoints member _____ to Kaeo Domain
- appoints member _____ to Kawakawa Domain and Reserves Management Committee
- appoints member _____ to Maromaku Domain Board
- appoints member _____ to Russell Sports Ground/Club
- appoints member _____ to Onekura/Waipapa Cemetery
- appoints member _____ to Towai Cemetery
- appoints member _____ to Kaeo Swimming Pool Committee
- appoints member _____ to Whangaroa Rivers/Kaeo Management Plan Liaison Committee

1) BACKGROUND

The Bay of Islands-Whangaroa Community Board is entitled to appoint a representative to the management committees of each of the following community assets / organisations:

Community Halls:

- Cherry Park House
- Kawakawa Memorial Library Museum
- Paihia War Memorial Hall
- Russell Town Hall
- Simson Park Hall
- Totara North Hall
- Waipapa Hall
- Whangaroa Memorial Hall
- Whangaroa Township Hall

Reserves Committees:

- Kaeo Domain
- Kawakawa Domain and Reserves Management Committee

- Maromaku Domain Board
- Russell Sports Ground/Club
- Onekura/Waipapa Cemetery
- Towai Cemetery

Other:

- Kaeo Swimming Pool Committee
- Whangaroa Rivers/Kaeo Management Plan Liaison Committee

2) DISCUSSION AND OPTIONS

Board appointees would be expected to keep the Board updated of issues of relevance and to communicate the Board's and Council's views to the management committee when necessary.

The Community Halls Policy states that each Community Board has responsibility for community buildings that provide a space for social interaction, (i.e. Council owned halls), and delegated authority to oversee the halls' operation. The hall committees are required to have a minimum of 5 members. In addition, a Community Board Member will be appointed to the committee to provide a liaison and advisory role but shall not hold an office on the Committee.

There are 15 committee managed local cemeteries across the District. These committees are responsible for all aspects of operation and maintenance. The Community Board's role is to oversee the operation of cemeteries within the Policy guidelines by:

- monitoring the need for future facilities and their likely location
- liaising with representatives of local cemetery committees to ensure compliance with Council policy
- monitoring the effectiveness of maintenance, in conjunction with staff
- recommending to Council on decisions related to capital expenditure

Reason for the recommendation

To provide a list of management committees to which Board representatives can be appointed.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary provision requirements as a result of this report.

ATTACHMENTS

Nil

Compliance schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This matter is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Halls Policy; Cemeteries Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This is a community board report.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications specific to Māori.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This does not impact on any identified persons.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or budgetary provisions required as a result of this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

7.4 FUNDING APPLICATIONS - FEBRUARY 2023**File Number:** A4063425**Author:** Kim Hammond, Community Development Advisor - Acting**Authoriser:** Shayne Storey, Acting Manager - Corporate Planning & Community Development**TAKE PŪRONGO / PURPOSE OF THE REPORT**

The purpose of this report is to allow the Bay of Islands-Whangaroa Community Board (the Board) to consider the application/s received for the Community Grant Fund/Placemaking Fund.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- One application was received, requesting a total amount of \$15,000.
- Far North Land Search and Rescue has asked for approval for a change in the allocation of funding granted to them at the June 2022 meeting.
- The Board has \$89,122 remaining to allocate for the Community Board Fund in the 2022/2023 financial year.
- The Board also has \$22,967 for the Placemaking Fund to allocate in the 2022/2023 financial year.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) approves the sum of **\$5,812** (plus GST if applicable) be paid from the Boards Community Fund account to Te Reo o Ngāti Hine Charitable Trust, for the costs of the stage and audio hireage for the 2023 Te Ahuareka o Ngāti Hine Festival, to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- b) approves the funding granted at the meeting of June 2022 to Far North Land Search and Rescue for the lease of 218 Wiroa Road, Kerikeri for the lease of premises for one year, to be used towards the lease of two years, as the organisation was able to negotiate a lower lease rate after the funding was granted.

1) TĀHUHU KŌRERO / BACKGROUND

Each application has been checked by staff for completeness and complies with the conditions of the Community Grant Policy, Community Outcomes as stated in the Long-Term Plan and all provisions listed on the application form.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant	Requested	Recommend	Comments	Type
Te Reo o Ngāti Hine Charitable Trust	\$15,000	\$5,812	<p>This application was originally submitted to the Events Investment Fund. Due to the limited funding available through this fund, the Committee agreed to decline this event.</p> <p>This is an important bi-annual event for Ngāti Hine which has been running since 2008 and celebrates, showcases and preserves the te reo and tikanga of Ngāti Hine.</p> <p>The amount recommended is based on funding the stage and audio hireage as per the quote provided.</p>	Event and Art, Culture and Heritage
Far North Search and Rescue	\$0.00	Approve	<p>The Board granted \$5,000 towards Far North Land Search and Rescue towards costs they were having to find to secure a permanent base after their sub-lease agreement ceased.</p> <p>They have managed to secure a lease for half the expected cost from FNHL and have asked if the Board will allow them to use the funds granted towards a two-year lease instead of the initial anticipated one-year lease.</p>	Infrastructure

Take Tūtohunga / Reason for the recommendation

The applicant/s was required to complete a standard application form and provide supporting information.

For each application, the Board has three options.

Option One: Authorise funding for the full amount requested.

Option Two: Authorise partial funding.

Option Three: Decline funding the application.

3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Budgetary provision has been made and the grant is allocated in accordance with the Community Grant Policy.

ĀPITIHINGA / ATTACHMENTS

1. Application - Te Reo O Ngati Hine Charitable Trust - A4074517  
2. Letter of Request - Northland Search and Rescue - A4069016  

Hōtaka Take Ōkawa / Compliance Schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Applications received are assessed against the Community Grants Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report does not have district wide relevance.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	There are no implications for Māori in relation to the applications received in relation to whenua and/or wai.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Considered in the application.
State the financial implications and where budgetary provisions have been made to support this decision.	Budgetary provision has been made and the grant is allocated in accordance with the Community Grant Policy.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.



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Phone 0800 920 029

Events Investment Funding Application Form

The items below should all be expanded on in your business plan, but we ask that you provide summary details on this form and include it in your application. *Please complete this in full – partially completed applications will not be progressed.*

CONTACT DETAILS

Primary contact/ Event organiser	Cheyenne Heke		
Address	2a Matilda Place, Kaitiaki	Phone number(s)	
		Mobile number	021765190
Email address	cheyennemackey@windowslive.com		

EVENT DETAILS

Name of event	Te Ahuareka o Ngāti Hine	Event date(s)	31/03/23 - 02/04/23
Location of event	Otiria Marae, Moerewa		
Webpage URL	https://www.teahuareka.com/		
Is this the first time the event has been held?	Yes	<input checked="" type="checkbox"/> No	
If no, how many times has this event been held and where?	Since 2008. This is a biennial event		
Financial objective (tick one)	<input type="checkbox"/> Fundraising/profit	<input checked="" type="checkbox"/> None (cover costs)	
Event description (please write a brief description)	<p>To bring together and draw home, the thousands of descendants of Ngāti Hine and their whānau in addition to having a free, celebratory festival our local communities can attend and participate in. In addition to contributing to the cultural, social, and recreational needs of the community, Te Ahuareka o Ngāti Hine seeks to enhance the hauora of the people of Ngāti Hine, our marae, local communities through delivery of this drug and alcohol-free festival. Te Reo and tikanga of Ngāti Hine are central to the celebrations. This year's theme being Waipuna Ora – translated literally means 'the wellspring of life'. The festival includes kapahaka from kohanga reo, kura/schools, Matatini roopu, marae. Kōrero whakapapa, stories and speeches. Debates held entirely in Te Reo Māori. Local and globally recognised artists and bands. Kai and designated area for kaumātua. A supervised play area for tamariki and much more.</p>		

HE ARA TĀMATA
CREATING GREAT PLACES
Supporting our people

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Events Investment Funding Application Form

EVENT INFORMATION

How many attendees do you expect will attend from:

Please provide as close an estimate of the numbers as possible for each of the following categories (it is better to underestimate attendance than to over estimate)

Numbers Expected	Northland (not incl. Far North)	Rest of N.Z.	Overseas	Far North
Participants	300	50	20	400
Spectators	1500	500	100	2000
Trade / Event staff	20	20	5	60

Anticipated accommodation needs:

	Number of beds	Number of nights
Paid accommodation	120	1
Friends & family	300	2

How long do you expect visitors from each of these areas to attend your event (in days)

Within the Far North district?	3
From the wider Northland region (not including Far North)?	3
From outside of the Northland region?	2
From overseas?	2

BUSINESS PLAN

We ask all applicants to provide a business plan for their event. Detailed information and guidance of the information required is outlined in more detail in the Application Guidance document. It is strongly recommended applicants read this guidance before completing their application. This business plan must include the following information:

Event background

- How did your event start?
- Why is it being held?
- What other funding has been secured to enable the event to proceed?
- What previous experience do you have running events?

How will your event meet the following principles?:

- Cultural benefits - how will your event celebrate Far North Culture in an exciting and vibrant way?
- Social benefits - how will your event contribute to building stronger communities?
- Economic benefits - how will your event benefit the Far North economically?
- Environmental sustainability - how will your event minimise negative impacts on neighbourhoods and natural areas? You also need to include a detailed waste management plan.



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Events Investment Funding Application Form

FINANCIAL INFORMATION

Please note:

- If your organisation is GST registered, all requested amounts must be GST exclusive.
- Do not enter cents – round the values up or down to the nearest dollar
- Do not use the dollar sign (\$) – just enter the dollar value
- If you are applying for operating costs of a programme, please attach a programme outline.

Is your organisation registered for GST? ☐ Yes ☒ No GST number

Provide a detailed costs estimate for the project or event (GST excl.)

Total cost:

Amount requested:

What funds (amount) do you have secured already for this event?

Please provide evidence of the funds you have already secured

Has this event received funding from the Events Investment Grant fund before? ☐ Yes ☒ No

If yes, please explain

Has this event received funding from Council before (including Community Boards and other funds)? ☒ Yes ☐ No

If yes, please explain

Events Investment Funding Application Form

	Expenditure	Total cost	Amount requested
Rent/venue hire			
Advertising/promotion			
Facilitator/professional fees ²			
Administration (incl. stationery/copying)			
Equipment hire			
Equipment purchase (describe)			
Utilities			
Hardware (e.g. cement, timber, nails, paint)			
Consumable materials (craft supplies, books)			
Refreshments			
Travel/mileage			
Volunteer expenses reimbursement			
Wages/salary			Not applicable
Volunteer value			Not applicable
Other (describe)			
Totals		\$	\$

² If the application is for professional or facilitator fees, a job description or scope of work must be attached.

A full budget breakdown has been included in our business plan instead of being completed above ☒

We have provided financial information to support our application ☒

Te Ahuareka o Ngāti Hine			
01 January 2023 - 02 April 2023			
GRANTS APPLIED FOR			
Funding request details	Budgeted amount		
TPK Sponsorship	5,000		
Far North District Council	15,000		
MSD Community Fund	10,000		
TOTAL ANTICIPATED			30,000
INCOME		Budgeted amount	
Stall Sales	2,730.00		
Business & Sponsorships (anticipated)	40,000.00		
In-kind Voluntary Hours			800
TOTAL INCOME			42,730
EXPENDITURE		Budgeted amount	
Advertising	2,309.78		
Catering	6,214.00		
Cleaning & Rubbish Disposal	4,000.00		
Tamariki Activities	5,200.00		
Venue Hire	2,000.00		
Gazebo Hire	4,501.10		
Hire Equipment	4,420.00	portaloos, cha	
MC's	3,700.00		
Prizes	3,200.00		
Koha	5,500.00	additional ent	
Booklets	3,153.94		
Stage Shelter and Equipment	10,863.37		
Security	2,100.00		
Entertainment	22,500.00		
Broadcasting and Publications	5,000.00		
Travel Expenses	1,000.00		
Signage	500.00		
Merchandise	2,000.00		
TOTAL EXPENDITURE			88,162.19
Surplus/Deficit			-15,432



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Events Investment Funding Application Form

PRIVACY INFORMATION

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with Council it becomes public information and may be made available on Council's website. If there is sensitive information in the proposal or personal details you wish to be withheld, please advise. These details are collected to inform the general public and community groups about all funding applications which have been submitted to Far North District Council.

APPLICANT DECLARATION

This declaration must be signed by two people from your organisation who are 18 years of age or older with the authority to sign on behalf of the organisation. Signatories cannot be an undischarged bankrupt, cannot be immediately related, cannot be partners and cannot live at the same address. They must have a day time contact phone number and be contactable during normal business hours.

On behalf of: (Full name of organisation) Te Ahuareka o Ngāti Hine Committee (Te Reo o Ngāti Hine Charitable Trust)

We, the undersigned, declare the following:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisation's most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
 - Two signatories to all bank accounts (if applicable)
 - A regularly maintained and current cashbook or electronic equivalent
 - A person responsible for keeping the financial records of the organisation
 - A regularly maintained tax record (if applicable)
 - A regularly maintained PAYE record (if applicable)
 - The funding and its expenditure shown as separate entries in the cash book or as a note to the accounts
 - Tracking of different funding, e.g. through a spreadsheet or journal entry



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Events Investment Funding Application Form

We agree to the following conditions if we are funded by Events Investment Grant Funding:

1. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
2. To spend the funding only for the purpose(s) approved by Far North District Council.
3. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
4. To acknowledge the receipt of Event Investment funds as a separate entry in our accounts or in a note to our accounts in our organisation's annual report.
5. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project and to provide copies or photographic evidence of same.
6. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North District Council or its auditors.
7. To complete and return a Project Report within two months of the event. Applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.
8. To inform the Far North District Council of significant changes in our organisation before this application has been considered or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
9. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.
10. To notify the Far North District Council immediately if our GST status changes.

SIGNATORY ONE

Name	Pita Tipene	Position	Committee Member
Postal address	7 BOSWELL ST KAWAKAWA 0210	Town	
		Post code	
Phone number	021 404047	Mobile number	
Signature		Date	

SIGNATORY TWO (IF APPLICABLE)

Name	Cheyenne Heke	Position	Sponsorship and Funding Kaitautoko
Postal address	2a Matilda Place	Town	Kaitaia
		Post code	0410
Phone number		Mobile number	021765190
Signature		Date	24/11/22

CHECKLIST

- | | |
|---|--|
| <input type="checkbox"/> Completed application form | <input type="checkbox"/> Details of all other funding secured or pending approval for this project |
| <input type="checkbox"/> Business plan | <input type="checkbox"/> Signed applicant declaration |
| <input type="checkbox"/> Financial information | |

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Schedule of Supporting Documentation**NGATI HINE CHARITABLE TRUST****(Te Ahuareka o Ngāti Hine)**

The following supporting documentation has been provided in support of the funding application and is emailed under separate cover.

1	Quotes – x 3 pages
2	Background and further information on Te Ahuareka o Ngāti Hine – x 7 pages
3	Financial Statements – x 4 pages



Far North Search & Rescue
PO Box 720
Kerikeri 0245

Bay of Islands-Whangaroa Community Board
c/- Far North District Council
Private Bag 752
Kaikohe 0440

Dear Chairperson and Members,

Last year the Far North Search and Rescue Applied for funding from all three FNDC Community Boards to lease the Mid North Rescue Centre at 218 Wiroa Road from Far North Holdings Ltd (FNHL). At the time we were in negotiations with FNHL and the offer we had on the table was \$14,250 plus GST p.a.

We were grateful to receive \$5000 + GST if applicable from each of the boards. We finally took over the lease in December 2022 and we have been very fortunate to negotiate the lease down to \$5795+GST p.a.

We are still waiting for the lease documents from FNHL but would like to ask the Board, that, if we can get FNHL to agree to invoice us for 2 years, could we use the full \$5000 you have already approved to pay the rental.

Yours Sincerely
Raewyn Smythe
President
FN Search and Rescue Inc
Ph 022 128 5475
President@FNSAR.org.nz

President: Raewyn Smythe
Gvardijancic
President@fnsar.org.nz

Vice President: Bill Smith
black@iprolink.co.nz

Secretary: Ali Gale
Secretary@fnsar.org.nz

Treasurer: Martin
treasurer@fnsar.org.nz

8 INFORMATION REPORTS

8.1 BAY OF ISLANDS-WHANGAROA STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 31 DECEMBER 2022

File Number: A4065474

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Angie Thomas, Acting Chief Financial Officer

PURPOSE OF THE REPORT

The purpose of the report is to provide the Bay of Islands – Whangaroa Community Board with financial statements for the period ended 31 December 2022.

EXECUTIVE SUMMARY

The financial report is ward-specific, covering the activities in the Bay of Islands - Whangaroa ward only.

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Statement of Financial Performance Activities by Ward for the period ending 31 December 2022.

BACKGROUND

This is the second quarterly financial report for 2022-2023 detailing the financial performance of community activities to be provided to the Bay of Islands-Whangaroa Community Board.

DISCUSSION AND NEXT STEPS

Refer to the commentary in the attached statement.

Understanding the report

Variances in excess of \$30k and significant “%” variances will be commented on.

The financial year runs from 01 July 2022 to 30 June 2023. The “Year to date” columns reflects income and expenses for the period 01 July 2022 to 31 December 2022.

The variances column highlights the difference between the budget set in the 2021/31 Long Term Plan and actual income and expenses as at 31 December 2022.


The full year columns show the budgeted income and expenses for the full 12 months from 01 July 2022 to 30 June 2023.

The full year forecast column shows the best estimate for the actual year end position as advised by Managers. Unfavourable variances will represent expenses higher than budget or income less than budget.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no specific financial implications for this report.

ATTACHMENTS

1. **BWCB Statement of Financial Performance Activities by Ward for the period ending 31 December 2022 - A4074864** [↓](#) 

**Statement of Financial Performance - Bay of Islands - Whangaroa
for the period ending 31-December-2022**

	Year to date (\$000's)				Full year (\$000's)			Full year (\$000's)
	Actual	Total Budget	Variance		LTP Budget	Carry Forward Budget	Total Budget	Total Annual Forecast
Operations								
Operational income								
Rates - general (excl water supply rates)	2,725	2,656	(69)	-3%	5,313	0	5,313	5,313
Rates - penalties	33	56	23	41%	113	0	113	113
Fees & charges (inc water supply rates)	40	53	13	24%	107	0	107	107
Central govt subsidies - operational	39	55	16	30%	62	55	117	82
Other income	144	24	(121)	-508%	4	22	25	175
Capital income								
Central govt subsidies - new works	306	1,029	722	70%	998	200	1,198	291
Central govt subsidies - renewals	0	13	13	99%	118	99	217	218
Other contributions	116	197	81	41%	0	197	197	1,140
Total operating income	3,404	4,084	680	17%	6,714	573	7,287	7,438
Expenditure								
Amenity Lighting	42	38	(5)	-12%	76	0	76	76
Carparks	95	80	(15)	-19%	157	0	157	157
Cemeteries	71	67	(4)	-6%	134	0	134	134
Community Centres	48	55	7	13%	113	0	113	113
Footpaths	260	278	19	7%	562	0	562	562
Halls	181	161	(19)	-12%	341	0	341	355
Parks & Reserves	959	1,236	276	22%	2,528	0	2,528	2,568
Public Toilets	539	567	28	5%	1,016	67	1,083	1,048
Swimming Pools	124	138	14	10%	630	0	630	630
Town Maintenance	400	348	(52)	-15%	623	10	633	633
Total operating expenditure	2,719	2,969	249	8%	6,180	77	6,256	6,275
Net operating surplus/(deficit)	685	1,115	(430)		535	496	1,031	1,163

Commentary - Bay of Islands - Whangaroa

Operational Income

Rates general

We have collected slightly more rates than anticipated for the Halls and Public Toilets.

Other Income

Lotteries grant have been received for the completion of the Kerikeri Squash Club

Capital Income

Central Government Subsidies New Works

- Income have not been claimed for the Waipapa Sports Hub projects funded by the Provincial Growth Fund (PGF) as the milestones have not been met.

Central Government Subsidies Renewals

- Footpaths renewals projects is behind schedule

Other Contributions

- The Kerikeri Domain project has been completed but the final claim has not been made to uplift the Provincial Growth Funds (PGF).

Expenditure

Parks and Reserves

- Request For Services (RFS) are lower when compared to the same period last financial year.

Town Maintenance

- Targeted rate annual grant has been paid earlier than anticipated.

8.2 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 DECEMBER 2022**File Number: A4063261****Author: Segun Rotimi, Accounting Support Officer****Authoriser: Angie Thomas, Acting Chief Financial Officer****PURPOSE OF THE REPORT**

The Community Fund account provides information on financial matters relating to the Bay of Islands-Whangaroa Community Board's Community Fund which is allocated in accordance with the Community Grant Fund Policy.

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receives the report entitled "Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 31 December 2022".

1) BACKGROUND

The statement is attached for the Board's information and to provide sufficient information to enable the Board to allocate funds in accordance with the funds available. In accordance with the Community Grant Policy, section 10, *"applications in excess of \$3,000 may require the applicant to attend a Board meeting, subject to the Chairperson's discretion"*.

Community Fund Account balance as at 01 July 2022	\$301,549.00
• Plus, unused funds from 2020-22	\$171,631.83
Less funds granted and uplifted to 31 December 2022	\$215,575.64
• Less funds not uplifted from previous community meetings (committed to projects)	\$195,040.00
Community Fund Account balance as at 31 December 2022	\$62,565.19

2) DISCUSSION AND OPTIONS

Board members will consider the applications on the agenda and decide on what level of funding to allocate. The committed balance in the Community Fund account as at 31 December 2022 is \$62,565.19.

Recent amendments to the Community Grant Fund Policy allow the Community Board to allocate, by resolution, funding directly to key projects identified in their strategic plan to the maximum amount of \$20,000 in any financial year.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of relevant community board funds to the Bay of Islands-Whangaroa Community Board. The statement of the Community Fund account as at 31 December 2022 is attached.

ATTACHMENTS

- Statement of Community Fund Account BOI-Whangaroa as at 31 December 2022 - A4063249**  



Far North District Council
Bay of Islands - Whangaroa Community Board
Statement of Community Fund Account as at 31-December-2022

Far North District Council		
Bay of Islands - Whangaroa Community Board		
Allocation Grants & Donations Annual Budget 2021-22	201,549.00	
Community Board Placemaking Fund	100,000.00	
Community Fund Account Balance as at 31 December 2022		301,549.00
Unused funds from 2020/21 - Kerikeri Football Club for costs towards storage facilities for equipment	3,000.00	
Unused funds from 2021/22 - Kawakawa Hundertwasser Charitable Trust for costs towards Te Hononga Booking Office project	77.00	
Unused funds from 2021/22 - Kawakawa Hundertwasser Charitable Trust for costs towards facilitate development community plan	10,000.00	
Unused funds from 2021/22 - Kerikeri Community Cadet Unit costs towards 2021 Regimental Dinner	1,000.00	
Unused funds from 2021/22 - Procurement of concept drawings for The Strand, Russell	100,000.00	
Unused funds from 2021/22 - Rangitane Residents Association for costs towards CCTV replacement	5,149.00	
Unused funds from 2021/22 - Bald Angels Charitable Trust for costs towards establishing a drop-in centre and promoting Rainbow Rangatahi services	10,000.00	
Unused funds from 2021/22 - Business Paihia Inc for costs towards the inaugural Matariki Festival 2022	5,000.00	
Unused funds from 2021/22 - Bay of Islands Singers for costs towards 2022 concert series	5,000.00	
Unused funds from 2021/22 - Stage Door for costs towards Beauty and the Beast	5,000.00	
Unused funds from 2021/22 - Business Paihia Inc for costs towards inaugural Matariki Festival 2022	15,000.00	
Unused funds from 2021/22 - Kerikeri District Business Association for costs towards main street irrigation replacement	7,458.00	
Unused funds from 2021/22 - Bay of Islands Animal Rescue for costs towards animal desexing	4,000.00	
Refund from 2022/23 - Heritage Northland for costs towards school students attending a heritage tour	947.83	
Plus, unused funds from 2020-22		171,631.83
		473,180.83

Far North District Council		
Bay of Islands - Whangaroa Community Board		
Less Expenditure 2022/23 (Funds Uplifted)		
July 22		
Bay of Islands Animal Rescue for costs towards animal desexing	4,000.00	
Barker & Associates Limited for professional services	4,121.64	
Stage Door for costs towards Beauty and the Beast	5,000.00	
Bay of Islands Singers for costs towards 2022 concert series	5,000.00	
Business Paihia Inc for costs towards inaugural Matariki Festival 2022	15,000.00	
Business Paihia Inc for costs towards the inaugural Matariki Festival 2022	5,000.00	
Bay of Islands Animal Rescue for costs towards 2022/23 animal desexing programme 2022	17,000.00	
Whangaroa County Museum and Archives for annual operating costs	4,500.00	
August 22		
Kerikeri Gymnastics Club for costs towards purchasing a van to transport children to gymnastics	12,500.00	
Bay of Islands Rotary Club for costs towards 2022 Colour Run	2,909.00	
Our Kerikeri Community Trust for costs towards Northland Chess Championship	2,000.00	
Bay of Islands Arts Festival for costs towards 2022/23 Arts Festival	5,128.00	
Bay of Islands Yacht Club for costs towards CCTV to link in to the Paihia system	3,235.00	
September 22		
Kawakawa Hundertwasser Charitable Trust for costs towards Te Hononga Booking Office project	77.00	
Kawakawa Hundertwasser Charitable Trust for costs towards facilitate development community plan	10,000.00	
Far North EcoCentre for costs towards Bay of Islands Te Tai Tokerau Timebank	4,920.00	
Bay of Islands Jazz and Blue Festival for costs towards shuttle bus for the festival	2,500.00	
Heritage Northland for costs towards school students attending a heritage tour	2,500.00	
Our Kerikeri for costs towards landscaping of the SH10/Kerikeri Road Intersection	48,250.00	

Far North District Council		
Bay of Islands - Whangaroa Community Board		
Business Paihia for costs towards 2022 Paihia Christmas Parade	5,000.00	
Te Puna Aroha Putea Whakapapa costs towards 2022 Moerewa Christmas Parade	5,000.00	
October 22		
Unused funds from 2021/22 - Kerikeri Community Cadet Unit costs towards 2021 Regimental Dinner	1,000.00	
December 22		
Our Kerikeri Community Charitable Trust for costs towards 2022 Kerikeri Christmas Festival	5,000.00	
Kaeo Christmas Parade Committee for costs towards Kaeo Christmas Parade	3,795.00	
Miria Marae for costs towards the powerline relocation as part of the marae redevelopment	28,723.00	
The Centre at Kerikeri (Turner Centre) for the band fee and venue technicians for the free Kanikani Katoa with Hot Potato Band event	7,000.00	
National Street Rod Association Northland for the costs towards equipment hire for Cruz'n the Bays 2023	6,417.00	
Less funds granted and uplifted to 31 December 2022		<u>215,575.64</u>
Balance as at 31 December 2022		257,605.19
Less funds not uplifted from previous community meetings at 31 December 2022		
Meeting 03.06.21		
Kerikeri Football Club for costs towards storage facilities for equipment	3,000.00	
Meeting 03.02.22 and Meeting 02.06.22		
Procurement of concept drawings for The Strand, Russell	100,000.00	
Meeting 03.03.22		
Rangitane Residents Association for costs towards CCTV replacement	5,149.00	
Meeting 05.05.22		

Far North District Council		
Bay of Islands - Whangaroa Community Board		
Bald Angels Charitable Trust for costs towards establishing a drop-in centre and promoting Rainbow Rangatahi services	10,000.00	
Meeting 07.07.22		
Bay of Islands Animal Rescue for costs towards 2022/23 animal desexing programme 2022	17,000.00	
Kerikeri Gymnastics Club for costs towards purchasing a van to transport children to gymnastics	12,500.00	
Bay of Islands Yacht Club for costs towards CCTV to link in to the Paihia system	3,235.00	
Whangaroa County Museum and Archives for annual operating costs	4,500.00	
Meeting 04.08.22		
Bay of Islands Arts Festival for costs towards 2022/23 Arts Festival	5,128.00	
Bay of Islands Rotary Club for costs towards 2022 Colour Run	2,909.00	
Our Kerikeri Community Trust for costs towards Northland Chess Championship	2,000.00	
Meeting 11.11.21 and 01.09.22		
Originally allocated to the Kerikeri Cadet Unit on 11/11/2021 for the 2021 Regimental Dinner be used instead for costs towards the Mangakaretu base relocation project	1,000.00	
Meeting 02.06.22 and 15.09.22		
Approves that the funds granted on 2/06/2022 of \$7,458 (plus GST if applicable) for the renewal of the Kerikeri main street irrigation system be instead used for the purchase and installation of hanging baskets	7,458.00	
Meeting 17.11.22		
Kawakawa Business Association for costs towards 2022 Kawakawa Christmas Parade	4,250.00	
Miria Marae for costs towards the powerline relocation as part of the marae redevelopment	60.00	
Northern Community Family Services for costs towards providing budgeting services to the community	5,000.00	
SMC Events for costs towards running an in-school kids TRY-challenge series	4,000.00	

Far North District Council		
Bay of Islands - Whangaroa Community Board		
Little Dippers Aquatic Centre for costs towards the development of resources to enable delivery of a water safety promotion programme for pre-school swimming training	3,478.00	
Meeting 12.12.22		
Kaeo Festival Group for costs towards the 2023 Ngā Purapura Festival	4,373.00	
Less funds not uplifted from previous community meetings (committed to projects)		<u>\$195,040.00</u>
Community Fund Account balance as at 31 December 2022		\$62,565.19

8.3 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE**File Number:** A4063497**Author:** Joshna Panday, Democracy Advisor**Authoriser:** Aisha Huriwai, Team Leader Democracy Services**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To provide the Bay of Islands-Whangaroa Community Board with an overview of outstanding decisions from 1 January 2020.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Council staff have reintroduced action sheets as a mechanism to communicate progress against decisions/resolutions and confirm when decisions have been implemented.
- Action sheets are in place for Council, Committees and Community Boards.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update.

TĀHUHU KŌRERO / BACKGROUND

Action Sheet's provide regular updates on progress against decisions made at meetings.

Action sheets have been designed as a way to close the loop and communicate with elected members on the decisions made by way of resolution at formal meetings.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The Democracy Services staff are working with staff to ensure that the project completion times are updated so that action sheets provided to members differentiate between work outstanding and work in progress.

PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or need for budgetary provision in receiving this report.

ĀPITI HANGA / ATTACHMENTS

1. Action Sheet BOI-W Community Board February 2023 - A4074867  

OUTSTANDING ACTIONS REPORT			
Division: Committee: Officer:		Bay of Islands-Whangaroa Community Board	
		Printed: Friday, 3 February 2023 1:45:20 pm Date From: 1/01/2020 Date To: 3/02/2023	
Meeting	Title	Resolution	Notes
Bay of Islands-Whangaroa Community Board 2/12/2021	Notice of Motion - Cherry Park House	RESOLUTION 2021/115 Moved: Member Frank Owen Seconded: Member Manuela Gmuer-Hornell That the Bay of Islands – Whangaroa Community Board receive the Cherry Park House Management Committee report and refer it to Council staff requesting their advice as to steps that can be taken to address the issues raised in the report. CARRIED	07 Nov 2022 10:05am James, Darren Phil Gore Builders are still awaiting the assembled door from Bay Glass. All materials are with Bay Glass for assembly. revised installation date now Nov 22. 14 Nov 2022 8:29am James, Darren Cherry Park House lower floor fire escape installed on 11 Nov 22. DF ops arranging for CPH to be on the BWOF schedule for inspection. Will await inspection date and survey report and update this action when recieved. CB Chair, Kerikeri and Waipapa members are working with staff to develop options for the future of Cherry Park House to engage with the community about.
Bay of Islands-Whangaroa Community Board 2/06/2022	Amenity Lighting	RESOLUTION 2022/64 Moved: Member Manuela Gmuer-Hornell Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community board request from the CE confirmation of the prioity lisitng and obtain costing for all noted amenity lighting in report 7.1. And that Cobham road Bowling club car park two lights be added to the list and costed. Member Lane Ayr to liaise with staff and project manager to identify the location.. CARRIED	20 Jul 2022 12:35pm Panday, Joshna 15 Jul 22 England, Jeanette , This information is still being gathered and will not be available for the August meeting. It is likely that a report will not be presented back to the CB before November or December now 11 Jan 2023 1:08pm Panday, Joshna CB Coordinator following up with Asset Manager to confirm 2 amenity lights at Cobham Road bowling club carpark are the first-year amenity lighting priority, other priorities to be reconfirmed through strategic plan review process. CB Member Ayr to confirm lighting positions with Domain project manager and report back urgently

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE